

Plantations Two Community Association
HOA Board Meeting Minutes – June 13, 2024
(In-Person Meeting held at Woodfield Elementary School)

Attendance:

Board Members:

Cheryl Yost, President Drew Lowe, Vice President Jen Wrona, Treasurer
Judy Stephenson, Secretary David Gonzalez Daniel Thorpe Charles Vaillancourt

Community Members: (Homeowners & Guests): Cheryl Shores

Open HOA Board Meeting – Cheryl Yost

Request for Additions – There were no requests for additional agenda items.

Minutes:

1. Call for questions or revisions to the May 9, 2024, HOA Board meeting minutes. Jen suggested that the minutes be updated to note that the July 11 meeting is at the pool.
2. Motion was made to approve the May 9, 2024, with the requested update. Motion was seconded and carried unanimously.

Treasurer Report – Jen reported:

1. Taxes: The Personal Property Tax Form has been submitted online. Since we filed extensions, the state and federal taxes are due August 15th.
2. Delinquencies: There are 10 homeowners with balances and 5 are with the attorney.
3. Bills and Statements: Jen is in the process of trying to receive bills, etc., online to make it easier to send them to Lynn.
4. Bookkeeping: Monthly rate due to increase in January.
5. Financial report: Jen asked for questions and answered Judy's question on the variance from last month.

Election of Officers – The following board members volunteered to run for officer positions as follows: Cheryl Yost president; Jen Wrona, treasurer; Drew Lowe, Vice President; Charles Vaillancourt, secretary. A motion was made to elect the proposed slate of HOA board officers. The motion was seconded and passed unanimously.

General Business:

1. CCOC: Anyone who has taken the required CCOC training, Community Governance Fundamentals, should send the completion certificate to Jen for our records, and so that she can update the CCOC website with the completion date. Newly elected and reelected board members have 90 days to complete the training. Jen updated the CCOC website with the annual meeting information and will be able to add Charles' information after he completes his training.
2. Pool Phone: The pool phone handset was broken. Jen contacted the pay phone company (PTS) and met the phone technician at the pool. He replaced the handset.

3. Girl Scout Yard Sale: Judy reported that the Girl Scouts are interested in scheduling a yard sale for September 14 with a rain date of September 21. Judy has asked if they would be available to present plans at the July board meeting and has not heard back. Judy asked if the Social Committee would like to coordinate this event with the Girl Scouts. David agreed that the Social Committee would coordinate. Judy will connect David to the Girl Scouts so that the Social Committee can coordinate.
4. Neighborhood grants. Judy brought to the attention of the Board that Montgomery County offers a Neighborhood Events Matching Funds Grant Program (NEMF). David will consider whether this program might be helpful to fund upcoming neighborhood events being considered by the Social Committee
5. Cheryl asked board members to provide their availability for the annual budget meeting between August 12 and August 23.

ACC Updates – Judy reported:

1. 8 Property Improvement Request approved.
2. Violation notice (sporting equipment in common area) – the equipment is still in the common area, but it is not clear which house it belongs to. Will resend violation letter to both houses.

Capital Projects & General Maintenance/Repair Updates:

1. Pool Building Overhang/Support Repair – completed before the pool opened.
2. Path Replacement Phase 3. Finished today. Doug will do a review of the paths tomorrow.
3. Shed Replacement. The new shed was delivered yesterday, and the size was incorrect. They are rebuilding it at no cost to us. 6-8 weeks before the new shed will be completed.
4. Tennis/pickleball court repair and maintenance. Charles reported:
 - Request for quotes is out to these providers/services -- giving them until next week to respond.
 - SportMaster sport Surfaces 410-527-2801
 - Midatlanticasphalt 410-999-1263
 - ATC Corp 410-477-4400
 - Seal Master 800-395-7325
 - All Pro Courts 410-248-1117
5. Charles asked whether the company that Drew engaged to do power washing would also do court cleaning. Drew will check.
6. Cheryl indicated that fixing the nets should take priority.
7. Drew raised a question about replacing the playground equipment. Jen reviewed the capital reserve study for the estimated cost and timeline to replace. Drew will look into pricing and Jen said we can move the capital expense up if the equipment needs to be replaced.

Grounds Update:

Daniel reported that we have a new contract manager for the landscaping company. Daniel has met once with the new manager and will meet with him in the next month or so to go over our needs. Daniel has identified that six of the oak trees on common grounds are in decline and is getting quotes to evaluate those six trees. Charles asked what the oaks will be replaced with? Daniel noted that we don't typically replace trees. Daniel anticipates using the whole budget for trees (maintenance & pruning).

Pool Updates (operations):

1. Everything has been going pretty good so far. The opening weekend was fairly calm. There was a comment on the Plantations I & II Facebook page about residents yelling at the kids working at the front desk. Cheryl witnessed most of these incidents and deflected the situations.
2. Cheryl proposed mailing the pool forms out next year (in addition to emailing and posting notices on the web) to reduce confusion. The committee still plans to look for a new software system.
3. Cheryl reported that the water system on the slide broke again. Multiple repairs were attempted, and now is connected enough to work temporarily. We need to look into purchasing a new replacement slide which could involve installing new pipes. Cheryl will ask Jeff to investigate. Note our style water system slide is no longer made.
4. ADA chair – An ADA chair is not actually required by the county for our pool, but the existing chair must be removed or completely out of sight to avoid a county violation. It would cost approx. \$1,775 to replace the actuator and if that is not the problem a controller would have to be replaced at an additional cost of approx. 2,000. However, it would cost \$5,000 to \$6,000 to purchase a new ADA chair. The board decided not to repair the existing chair at this time and wait until next year to purchase a new replacement.
5. There is a concern about tables and chairs being too close to the edge of the pool, per county regulations. Cheryl obtained pricing for smaller tables & chairs that would fit the area of concern. A motion was made to approve the purchase of 4 tables and 8 chairs if necessary to comply with County regulations. The motion passed with 6 “ayes” and 1 abstention.

Pool Updates (swim team, swim lessons, social):

1. The swim team has started, and the first meet is Saturday (6/15). Time trials were last Saturday (6/ 8). 112 kids have signed up for the swim team, which is a little less than last year.
2. New people are running the concessions and offered new types of candy and the guards had issues cleaning off the deck. One of the ice cream treats has gum pieces in the bottoms. David will talk to the concessions rep about which candies should be eliminated.
3. The last afternoon practice is tomorrow (6/14) and the Pasta Pig-Out will be tomorrow night. Morning practice will start next week.
4. Lessons – there has been interest in swimming lessons, mostly from adults with requests for two morning times and two evening times. Two kids have signed up for group lessons. Parents would prefer morning times for lessons. Julia Tomlinson and David will be doing group lessons. Lifeguards will do private lessons.
5. David plans to have a Social Committee meeting at the pool on Thursday June 27 at 7 p.m. The goal of the meeting will be to plan a July 4 event at the pool.

Open to Floor – Cheryl Shores shared that a pine tree outside the pool fence (by the shed) has a limb that is broken off and is hanging.

Cheryl requested that non board members leave the meeting so the board could hold a closed session to discuss an issue regarding a specific homeowner.

Meeting Adjourned

Currently Scheduled Board Meeting Dates:

June 13, 2024

July 11, 2024 (at pool)

No August meeting

*Dates subject to change – Updates will be posted on the community web page at **PlantationsTwo.com** and the sign board at the entrance to the neighborhood.*